

# **RECRUITMENT RULES**

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## GOVERNMENT OF PUDUCHERRY

**ADI-DRAVIDAR WELFARE DEPARTMENT (SECRETARIAT WING)***(G.O. Ms. No. 2/2014/Wel-SCW.II, dated 12th September 2014)*

## NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. F/5/4/65-GP, dated 11th January 1965 of the Government of India, Ministry of Home Affairs, New Delhi and in supersession of the notification issued *vide* G.O. Ms. No. 77/73-SW, dated 17-5-1973, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment of Group 'C' post of Vocational Training Centre Instructress in the Directorate of Adi-Dravidar Welfare, Government of Puducherry, namely:—

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Adi-Dravidar Welfare Department Recruitment Rules, 2014.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of post, its classification and Pay Band and Grade Pay/Scale of Pay.*— The number of the said post, its classification and Pay Band and Grade Pay/Scale of Pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*— The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualifications.*— No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Lieutenant-Governor, Puducherry is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF VOCATIONAL TRAINING CENTRE INSTRUCTRESS**

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| 1. Name of the post                             | : Vocational Training Centre Instructress  |
| 2. Number of posts                              | : 4 (Four) [2014] Subject to variation depending upon work-load.   |
| 3. Classification                               | : General Central Services–Group 'C'–Non-Gazetted–Non-Ministerial.   |
| 4. Pay Band and Grade Pay/Scale of Pay          | : Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 2,400  |
| 5. Whether selection post or non-selection post | : Not applicable   |
| 6. Age-limit for direct recruits                | : Between 18 and 30 years (Relaxable for Government servants up to 40 years in accordance with the orders or instructions issued by the Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made). |
- Note : (1) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates.*
- Note : (2) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.*
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| 7. Educational and other qualifications required for direct recruits.   | : Must have passed Higher Secondary or its equivalent; and must possess any one of the following technical qualifications, viz.   |
|   | (i) Must have passed the Government Technical Examination Group Certificate in Needle Work and Dress Making (Higher Grade) and Embroidery.  |
|   | OR  |
|   | (ii) Must have passed the Government Technical Examination in Needle Work and Dress Making (Higher Grade) and Embroidery (Higher Grade).  |
|   | OR  |
|   | (iii) Must have successfully undergone training for a period of at least two years in Dress Making and Embroidery in a recognised institution and must possess Teachers Technical Training Certificate in Dress Making or Embroidery. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Not applicable  |

9. Period of probation, if any : Two years
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By direct recruitment  
*Note :* (1) Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from the officials of Puducherry administration:—  
 . (a) (i) Holding analogous posts regular on basis; or  
 . (ii) with 8 years regular service in posts in Pay Band -1 ₹ 5,200-20,200 with Grade Pay ₹ 1,900; and  
 . (b) Possessing the educational and other qualifications prescribed for direct recruits under column (7)  
 (Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central/State/Union Territory Governments shall ordinarily not exceed three years. The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications).
11. In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption is to be made. : Not applicable
12. If a Departmental Promotion Committee exists, what is its composition? : *Group 'C' Departmental Confirmation Committee:—*  
 (1) Secretary to Government . . Chairman (Adi-Dravidar Welfare).  
 (2) Director of Adi-Dravidar Welfare-cum- . . Member Under Secretary to Government (Adi-Dravidar Welfare).  
 (3) Head of Office of Adi-Dravidar Welfare . . Member Department.
13. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment. : Not applicable

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(By order of the Lieutenant-Governor)

**T. ELANGO VAN,**  
 Under Secretary to Government (Adi-Dravidar Welfare).

## GOVERNMENT OF PUDUCHERRY

**ADI-DRAVIDAR WELFARE DEPARTMENT (SECRETARIAT WING)***(G.O. Ms. No. 3/2014/Wel-SCW.II, dated 12th September 2014)*

## NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. F/5/4/65-GP, dated 11th January 1965 of the Government of India, Ministry of Home Affairs, New Delhi and in supersession of the notification issued in Welfare Secretariat's *vide* G.O. Ms. No. 71/2000-Wel.(SCW-II), dated 17th February 2000 and published in the Supplement to Gazette No. 13, dated 28th March 2000, save as respects things done or omitted to be done before such supersession, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to the post of Welfare Inspector in the Social Welfare Department, Women and Child Development Department and in the Adi-Dravidar Welfare Department, Puducherry namely:—

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Adi-Dravidar Welfare Department, Social Welfare Department and Women and Child Development Department Welfare Inspector, Recruitment Rules, 2014.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of post, its classification and Pay Band and Grade Pay/Scale of Pay.*— The number of the said post, its classification and Pay Band and Grade Pay/Scale of Pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*— The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*— No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Lieutenant-Governor, Puducherry is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF WELFARE INSPECTOR**

1. Name of the post	: Welfare Inspector
2. Number of posts	: 22 (Twenty-two) [2014] Subject to variation depending upon work-load.
3. Classification	: General Central Services–Group 'C'–Non-Gazetted–Non-Ministerial.
4. Pay Band and Grade Pay/Scale of Pay	: Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 2,400
5. Whether selection post or non-selection post	: Not applicable
6. Age-limit for direct recruits	: Between 18 and 30 years (Relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made).
	<i>Note :</i> (1) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.
	<i>Note :</i> (2) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates.
7. Educational and other qualifications required for direct recruits.	: Degree of a recognised University with Social Work, Sociology or Psychology as one of the subjects.
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	: Not applicable
9. Period of probation, if any	: Two years
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.	: By direct recruitment
	<i>Note :</i> (1) Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from the officers of Central/State Governments/Union Territory administration:—
	(a) (i) Holding analogous posts on regular basis; or
	(ii) with 8 years regular service in posts in Pay Band -1 ₹ 5,200-20,200 with Grade Pay ₹ 1,900; and

(b) Possessing the educational and other qualifications prescribed for direct recruits under column (7).

(Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central/State/Union Territory Governments shall ordinarily not exceed three years. The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications).

*Note:* For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post or posts for which that grade pay/pay scale is the normal replacement grade without any upgradation.

11. In case of recruitment by promotion/deputation/ : Not applicable  
absorption, grades from which promotion/  
deputation/absorption is to be made.
12. If a Departmental Promotion Committee/Recruitment : *Group 'C' Departmental Confirmation Committee (for  
Committee exists, what is its composition? considering confirmation)/Recruitment Committee :—*
- (1) Secretary to Government . . Chairman  
(Adi-Dravidar Welfare).
  - (2) Director of Adi-Dravidar Welfare-cum- . . Member  
Under Secretary to Government  
(Adi-Dravidar Welfare).
  - (3) Head of Office of Adi-Dravidar Welfare . . Member  
Department.
13. Circumstances in which the Union Public : Not applicable  
Service Commission is to be consulted in making  
recruitment.

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(By order of the Lieutenant-Governor)

**T. ELANGOVAN,**  
Under Secretary to Government (Adi-Dravidar Welfare).

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